



The City of Albany's Love Your Block Mini-Grant Application

Love Your Block is a grant funded program through Cities of Service, an initiative of the Bloomberg Center for Public Innovation at John Hopkins University. The Love Your Block program aims to improve the quality of life related to blight, create more community connections, beautify neighborhood spaces, and spur grassroots change within the neighborhoods of Albany, one block at a time.

Contact Information

Love Your Block Fellow: Tabora Marcus at tmarcus@albanyny.gov or call her at 518-434-3026

Love Your Block AmeriCorps Vista: Erin Johanns at ejohanns@albanyny.gov or call her at 518-434-5281

The Albany Buildings and Regulatory Compliance Department is accepting mini-grant applications for project proposals between \$500 and \$1,500 for the spring, summer, and fall of 2022.

Applications are open from April 21st - May 23rd 2022

Applications submitted on **May 24th 2022 or later** will not be considered and are encouraged to apply again in spring of 2023. If you would like help filling out the Love Your Block Mini-Grants Application, please feel free to use the survey monkey link below or visit your local library to sign up a for a one-hour time slot with a member of our team. To sign up, visit the Front Desk of either Howe, Washington, or Arbor Hill/West Hill library and ask staff for the signup sheet.

Access online application here: <https://www.jotform.com/221073672590051>

Who can apply for a Love Your Block Mini-grant?

Any individual community member, community group, nonprofit, and collection of neighbors can apply for a Love Your Block mini-grant.

Your application will **NOT** be considered if you:

- Are applying as a for profit business
- Organization's goals or project conflicts with the mission of Love Your Block
- Allocate the mini-grant funding to or for religious purposes
- Are unable to meet the minimum qualifications

Minimum Grant qualifications

- Resident(s)/Organization(s)/Group(s) within the city limits of Albany must take place in the following neighborhoods: West Hill, Arbor Hill, North Albany, Sheridan Hollow, the South End, Beverwyck, Park South, Delaware Ave, Pine Hills, and Second Ave. The Love Your Block program will be prioritizing West Hill, Arbor Hill, North Albany, and the South End.
- Projects must have clear and measurable goals and cost between \$500 and \$1,500. Projects exceeding this cost may be supplemented by outside funds, but the Love Your Block program is not intended to subsidize larger projects. Submitted projects with significantly larger budgets may not be prioritized.
- Projects must be completed no later than Sept. 15, 2022 with project metrics and success submitted by Sept. 30, 2022
- Project organizers must be willing to work with the Love Your Block Team from start to finish
- Project must coordinate with the Love Your Block team on the recruitment and management of volunteers
- Project organizers will outline budget expenses and report how the budget is spent at the end of project
- Depending on availability, applicants may be requested to reduce the scope of requested services

The ideal project for the award should aim to increase collaboration between community members, nonprofits, local and county government, and remediate blight via one or more of the following . . .

- Assist in minor front porch and stoop repairs for homeowners
- Beautify and add greenery to outdoor spaces
- Transform vacant lots
- Minimize overgrowth and litter
- Prevent or remediate code violations
- Distribute financial, educational, and material resources to underserved communities and individuals

If your group or organization meets these qualifications, we strongly encourage you to apply!

Official Application Form *(Please stay within the selected word limit)*

Project Leader/Point Person Contact information

(Must provide First and Last Name AND One or more methods of contact)

Neighborhood: _____

Name: _____

Best Email address: _____

Best Phone number: _____

Best Mailing Address: _____

If applicable, please provide the name of the nonprofit or organization this project is affiliated with

Association/Group/Organization: _____

General Project Information

Project Title: _____

Project Location/Address: _____

Grant Amount Requested: _____

Briefly explain the need or problem you wish to address. *(250-word maximum)*

City Services

Please select the city services you would be interested in utilizing as a part of or separate to your project's goals:

____ Pothole/Street repairs ____ Sidewalk Repairs ____ Assistance with lot cleanup(s)
____ Code Enforcement Sweep ____ Tree Planting & Trimming ____ Assistance with a Block Cleanup
____ Graffiti Removal ____ New recycling bins ____ Assistance with clearing overgrowth
____ Information on Water Dept. Services ____ Get to know your neighborhood Police Officer
____ New smoke detectors & carbon monoxide alarms
____ Information on open City jobs ____ Information on Albany County Land Bank property
____ Information on Home Maintenance & Repair grants ____ Information on Recreation programs
____ Information on Youth & Workforce Services ____ Assistance with landscaping tools

Front Façade Repair Nominations

Love Your Block is looking to provide minor repairs to the street-facing wall, porch, stoop, or lawn of homes on the block that your project will be taking place. Groups are required to nominate between (but are not limited to) 3 - 5 owner-occupied residential buildings (a 1-3 family home) that you think could benefit from minor repairs and improvements. Property owner's approval is required. Please list the name, address, contact information, services from our provided list, and owner's signature on the last lines below. Our team will reach out to any homeowners nominated separately if grant is awarded.

Homeowner Repair Services offered may include but are not limited to:

- | | | | |
|----------------------------------|-----------------------------|---|---------------------------|
| • New Paint | • Lawn Leveling | • Tree Planting | • Flower plantings |
| • Overgrowth Trimming | • Small Crack/hole filling | • Wooden board replacement | • Railing Replacement |
| • Porch Skirt Replacement/repair | • Screen replacement/repair | • Bucket gardens (herbs, flowers, or veggies) | • Clearing debris/garbage |

*Any additional repairs that homeowners would like to receive that are not already listed

Other: _____

1. Name: _____
Address: _____
Services requested: _____

Email or Phone number: _____
Owner's Signature: _____

2. Name: _____
Address: _____
Services requested: _____

Email or Phone number: _____
Owner's Signature: _____

3. Name: _____
Address: _____
Service: _____

Email or Phone number: _____
Owner's Signature: _____

4. Name: _____
Address: _____
Services requested: _____

Email or Phone number: _____
Owner's Signature: _____

5. Name: _____
Address: _____
Services requested: _____

Email or Phone number: _____

Owner's Signature: _____

Vacant Lot Nominations

In addition to minor front façade repairs, the Love Your Block program will also be able to provide general city and landscaping services to utilize the greater potential of unused vacant lots for the community.

Vacant Lot Activation services offered:

- Grass seeding
- Lawn Leveling
- Tree Planting
- Flower plantings
- Laying Down Mulch
- Creating Pathways
- Trimming overgrowth
- Lead Testing (cost not covered by grant)

1. Name: _____

Address: _____

Vacant Lot Services: _____

Contact Info: _____

Owner's Signature: _____

2. Name: _____

Address: _____

Vacant Lot Services: _____

Contact Info: _____

Owner's Signature: _____

3. Name: _____

Address: _____

Vacant Lot Services: _____

Contact Info: _____

Owner's Signature: _____

Detailed Project Description

Please briefly explain the steps you will take to achieve your project’s goals. *(250-word maximum)*

Project Timeline: Breakdown the steps you hope to accomplish in each month. *(Please list steps with bullet points)*

May	June	July
August	September	Ongoing Future Plans

Volunteers

Please estimate how many volunteers your project requires: _____

The final number of volunteers required for each project will be determined during the project assessment. For the purpose of this application, please recruit 3 residents from your neighborhood, not including homeowners, who can commit to volunteering on your project. If selected, the Love Your Block team will partner with you in recruiting more volunteers from both inside and outside your neighborhood.

Name	Address	Phone Number
1.		
2.		
3.		

From where in the community will you find additional volunteers? Please check all that apply.

_____ Schools _____ Churches _____ Community Centers _____ Clubs/Sports/Leagues

_____ Flyers/Advertisements _____ Online _____ Other (Specify) _____

Do you plan on working with other partners on your project? If yes, please specify which ones. How will these other partners be involved and what specific contributions will they make? (250-word maximum)

[illegible]

Project Success

Please list the ways your project can have a positive and sustainable impact on your block/neighborhood **(Minimum of two examples required)**. How will you measure the difference your project made? What tools do you plan on using? Please be specific. *(500-word maximum, can list in bullet points)*

Will your group continue to fund or seek funding for this project in future years? Why or why not? If yes, how will your group promote your program and ensure its success in future years? *(400-word maximum)*

Project Budget Outline

Please provide an itemized list of all of all tools, materials, and resources along with their intended purpose and cost, which will comprise the total of your requested grant funds. Please include any outside sources of funding also not covered by the grant such as fundraising, donations, and your organizations own budget.

Tools/materials	Purpose/use	Cost	Service
<i>Ex) 20 Rakes</i>	<i>Clear debris in vacant lot</i>	<i>4.99 per rake, bulk discount</i>	<i>N/A</i>
<i>Ex) N/A</i>	<i>Music for Block Party</i>	<i>300 dollars (150 donated from X)</i>	<i>DJ</i>

Total Cost: _____

Please list other sources of funding that you have secured or will secure in order to complete your project. If you are unsure at this time, you can feel free to leave this section blank.

Other Source of Funding	Approximate amount of funds	Intended Use

Thank you for filling out The Love Your Block Grant Application Form.

We will begin our application review process on May 23rd. You should expect to hear back from us within 15 days of the start of our review if you are approved or denied the mini-grant. If any other sections other than the Vacant Lot Activation and Additional Sources of Funding portion of the application are left blank, your application will be considered incomplete and will not be reviewed by our Love Your Block grant committee. If your application is denied, we strongly encourage that you apply again the following year in the spring of 2023. If requested, one of our team members can provide direct feedback over the phone on how to best improve your application for next year.

All awarded grantees are required to have a meeting with at least one of our Love Your Block Staff to discuss potential permits and plans for events and projects completion

All projects must be planned by the midpoint of the grant June 30th 2022 and completed by September 15th 2022.

If by July of 2022, your organization has for whatever reason not made significant progress in utilizing the grant, the excess funding will be returned to our program to be distributed amongst other awarded grantees for other projects that are lacking funding.

Due to state and local procurement and purchasing rules and regulations, the City of Albany cannot issue checks directly to the applicants. To ensure that low-income residents have access to the Love Your Block Program, the city will purchase the materials on behalf of the applicant to be used for approved Love Your Block programming.